

PID - 107/64
13 June 1964

MEMORANDUM FOR: Executive Director, NPIC
FROM: Chief, CIA/PID (NPIC)
SUBJECT: T.O. and Manpower Utilization

1. As directed, the branch and staff chiefs of PID have been duly appraised again of their responsibility for T.O. analysis and full, efficient manpower utilization.

2. In presenting our manpower needs in PID's proposed FY-65 T.O. we attempted to make the most accurate estimate possible, utilizing workload, backlog, requirement input, etc. and projecting trends for FY-65. Trends used in our estimates in February have been proven to be the low side compared to actual developments from March through May. Our latest prognosis indicates that if we are successful in filling our T.O. by the end of FY-65 (an increase of 20% in PI strength in PID) that we will have managed to reduce our backlog by only 50%. This is an improvement over FY-64 but will still leave in excess of 150 projects backlogged.

3. In the attached staff study we propose a step we feel will not only result in more efficient use of manpower but will also promote better support services throughout the PI area. It should be noted, however, that if stepped-up production and dissemination of automated briefings develop, augmentation of PID/PAG support personnel will probably be mandatory.

4. As a result of the continuing increase in requirement input and utilization of our requirements personnel, we find our Requirements Section in need of another man for which a FY-65 slot was not anticipated. Should consideration be given to reassignment of [] we could most effectively put him to work immediately.

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ATTACHMENT:
Staff Study

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